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Council of Chairs

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# June 2012 Minutes

USM Council of Chairs

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## **Council of Chairs**

June 7, 2012

12:15 p.m.

209 Liberal Arts Building

### **Minutes**

**Attendance:** E. Ahua, A. Branton, S. Cloud, D. Duhon, L. Flynn, K.E. Hughes, M. Miles, T. O'Brien, J. Olmi, B. Powell, K. Reidenbach, G. Shearer, C. Tardy, J. Zhang.

**Absent:** C. Dixon, P. Jestice, K. Nugent.

**Guests:** Interim President Aubrey Lucas, Amy Miller, Desmond Fletcher, Sherry Herron, Wayne Kelly, Chris Campbell, Tisha Zelner, Kathy Yadrick, Thelma Roberson, Jeff Hinton

1.0 Call to Order: 12:20 PM

2.0 Guest speaker: Interim President Aubrey Lucas

Dr. Lucas began his discussion by emphasizing the importance of the role filled by chairs. As it requires a unique person with is both the administrator and faculty colleague. In addition, it is the chair that support s new faculty in their early careers and noted that the earlier new faculty begin their research plan the better toward a successful tenure and promotion process, beginning with the 3<sup>rd</sup> Year Review. A new Athletic Director has been named and Dr. Lucas called for patience in this transitional period as this decision may not make everyone happy. "Our purpose at USM is teaching and learning." Faculty and staff are the foundation to the university, presidents and directors come and go. Announced that USM is hiring more faculty this (82 faculty of which 64 are tenure-track); Dr. Vinzant will begin July 1st and a new director for GCRL, Eric Powell, has been selected. Dr. Lucas asked what was the purpose of the council and several responded: CoC is responsible for addressing policy issues and the impact they have on the academic process. The Council has improved communication between chairs and college and university administrations, primarily with the provost. Chair of CoC attends the Expanded Cabinet monthly meetings and with the president irregularly. Discussion about summer school stipends and revenues was forwarded. Summer enrollment is down because there is less incentive to teach in the summer, teaching competes with research efforts and financial aid for students is not distributed in a way that supports them during the summer semester. With an increase in summer teaching stipends and a different distribution of financial aid to students, enrollment might increase. Summer profitability studies do not directly benefit the academic department but go to support the Libraries or technology. However, summer enrollment on the Gulf Park campus is healthy. Another issue is the out of state tuition waiver and chairs expressed a need to appeal to IHL for support in changing the policy because enrollment would likely double and fill classrooms to capacity. Dean Forester submitted a request to Council in support of a merit-based transfer of a percentage of the administrative supplement to the base salary to compensate faculty who serve as academic chair, an administrative role, for a finite period of time. Duhon reflected that salaries for faculty under the Lucas years were the highest in the state in an effort to make the rank of professor very desirable.

Questions arose about the presidential search committee representation from faculty governance bodies and representation from the general public so that those impacted by the selection have a voice in the process. What does IHL value in a president and are they sensitive to the opinions of the constituents and familiar with a multi-campus research institution to be able to lead effectively. These are the primary concerns.

3.0 Approval of agenda: Approved.

4.0 Approval of minutes: Approved.

5.0 Committee reports from CoC representatives

5.1 President's Cabinet—Skip Hughes. No report.

5.2 New Chair/Director Training Committee—Glen Shearer. No report.

5.3 Faculty Handbook Committee—Phyllis Jestice. No report.

5.4 Space Utilization and Allocation Review Committee— David Duhon reporting.

The primary focus of the committee has been non-academic space on the campus such as faculty offices. The effort to control this space may be more than necessary. Classroom space needs are more of an issue. Management of space use needs to be decentralized and repurposed by colleges or chairs. Assignment of large classroom space is better handled centrally for appropriate use so that it is reserved for the larger classes.

5.5 University Assessment Committee – Chuck Tardy.

5.6 Evaluation of Teaching Performance – Tom O'Brien reporting.

The short-term goal for the committee is to find a way to evaluate part-time/adjunct faculty and will discuss with deans and chairs about this need. Long-term goal is to standardize evaluation process for the tenure-track faculty. We need to move beyond observation and student evaluations for a respectable evaluation of teaching faculty. Online teaching provides specific data that can better define performance due to electronic aspects of the online environment.

5.7 Standards of Classroom Conduct Committee – Tom O'Brien reporting.

The draft of the new Classroom Conduct policy has been submitted to the Provost and Cabinet for their feedback of the policy. Still hope to have the policy in place by this coming fall.

6.0 Old Business

6.1 Faculty Senate: Update.

82 new faculty have been hired for the upcoming year (64 tenure track), travel for governance will begin to be covered by the Provost office; VPAA decision should be made soon (probably Monday); university budget went in today to IHL (not much room for new initiatives), tuition will be increased and enrollment is expected to be up by 2%; textbook review and ordering process lead to a revision and new procedures will be in place this fall. In addition, they will be reviewing the policy regarding textbook use "same text, same course" across sections and campuses; emeritus policy approved by Senate. Dr. Wiesenburg clarified the role of the Provost as the "Chief Administrative Officer" after the President which gives more strength and standing in the university executive committee. Provided some clarification of salaries per the CUPA averages for new faculty and for dealing with salary compression. Dr. Wiesenburg stated that IHL may go back to the legislature and request

additional funding to cover the increased PERS payments the universities must make. The data that has been gathered will assist in determining the greatest needs among faculty and Cabinet is committed to resolving this issue.

June 25 there will be a going away reception for Dr. Saunders in the Trent Lott Center from 3 to 5PM. There will be opportunities to make a donation for a gift.

#### 6.2 Gulf coast Guidelines: Update

Lines of communication are still an issue. Signature authority is still confusing and the concern has an impact on the tenure and promotion process. Budgetary request do go to department chairs but hiring of coast faculty is still an unnecessarily unclear process.

#### 7.0 New Business

7.1 Determination of new CoC members for AY 2012-2013: Thelma Roberson, CoEP, Wayne Kelly, CoB, Katherine Price, CoB, Ray Neuman, CoH, and Tisha Zelner, UL

7.2 Michael Miles, CoC chair. [Michael.Miles@usm.edu](mailto:Michael.Miles@usm.edu); CoC Secretary: TBA.

#### 8.0 Announcements/Reminders

8.1 Next meeting: September 6, 2012 Guest: TBA

#### 9.0 Adjourned at 2:15PM